

## ENGINEERING DRAFTING TECHNICIAN I

This is an entry-level Engineering Drafting Technician position and is the first level in a promotional program. Individuals appointed to this position may be eligible for promotion to Engineering Drafting Technician II (Salary Grade 602, \$35,390.42 to \$43,350.58) after 2½ years as an Engineering Drafting Technician I (or less if the employee successfully completes college-level coursework in an appropriate engineering-related curriculum such as Civil Engineering Technology or has previous equivalent experience). NOTE: Knowledge of Trigonometry and MicroStation are essential for promotion to the Engineering Drafting Technician II level.

**PURPOSE:** An Engineering Drafting Technician I performs MicroStation drafting related to roadway paving, sewer construction, street lighting, traffic signal, underground conduit systems, and other mapping/drawing-related functions as required.

### **ESSENTIAL FUNCTIONS:**

Under supervision, an Engineering Drafting Technician I works in an office setting performing some of the following essential functions:

- Makes technical drawings requiring knowledge of drafting.
- Assists in making mathematical calculations, such as computing distances, areas, angles, and dimensions.
- Utilizes computer graphics software to produce quarter sections, vacation drawings, paving drawings, sewer drawings, traffic signal drawings, street lighting circuit maps, underground conduit drawings, and easement drawings.
- Conducts traffic counts in the field.
- Supports Digger's Hotline.
- Performs other related duties as required.

### **MINIMUM REQUIREMENTS:**

1. Successful completion of four semesters of drafting coursework of at least high school level. *Transcripts or grade reports of all courses required in #1 above must be submitted with the application or sent immediately to the attention of Marti Cargile at the address below (under "Applications"). Job-related work experience may be substituted for the drafting coursework as follows: One year of full-time experience equals two semesters of coursework.*
2. Working knowledge of algebra and geometry of at least high school level.
3. A minimum of one year of computer graphics experience in AutoCADD or MicroStation.
4. Valid Wisconsin driver's license at time of appointment and throughout employment.
5. Residence in the City of Milwaukee within six months of appointment and throughout employment.

### **DESIRABLE QUALIFICATIONS:**

- Coursework in Civil Engineering Technology.

**THE CURRENT SALARY RANGE (600) IS:** \$30,421.56 to \$36,733.32 annually with excellent benefits.

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